



Real Estate Management – Sales

2101 Wrocklage Avenue
Louisville, Kentucky 40205
(502) 459-7070 – Fax (502) 459-3680

www.RobertMasseyCo.com

Referred By: \_\_\_\_\_

Please print clearly

PREMISES APPLIED FOR: \_\_\_\_\_ DATE WANTED: \_\_\_\_\_

MONTHLY RENT: \_\_\_\_\_ SEC. DEPOSIT: \_\_\_\_\_ ADMIN. FEE \_\_\_\_\_ LENGTH OF LEASE: \_\_\_\_\_

UTIL. FURNISHED/OWNER: NONE W G E HEAT A/C ALL RUBS: NONE W G E HEAT ALL

ALSO FURNISHED: RGE REF D/W DISP WASH DRYR WINDOW A/C DRAPES/BLINDS CPT NONE

APPLICANT'S NAME: \_\_\_\_\_ SSN#: \_\_\_\_\_

D.O.B.: \_\_\_\_\_ PHONE: WORK: \_\_\_\_\_ HOME: \_\_\_\_\_ CELL: \_\_\_\_\_

SPOUSE'S NAME: \_\_\_\_\_ SSN#: \_\_\_\_\_

D.O.B.: \_\_\_\_\_ PHONE: WORK: \_\_\_\_\_ HOME: \_\_\_\_\_ CELL: \_\_\_\_\_

EMAIL 1: \_\_\_\_\_ EMAIL 2: \_\_\_\_\_

OTHER PERSONS THAT ARE TO OCCUPY THE PREMISES APPLIED FOR:

NAME: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_ D.O.B.: \_\_\_\_\_ SSN # \_\_\_\_\_

NAME: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_ D.O.B.: \_\_\_\_\_ SSN # \_\_\_\_\_

NAME: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_ D.O.B.: \_\_\_\_\_ SSN # \_\_\_\_\_

DOES ANYONE IN THE HOUSEHOLD HAVE SPECIAL NEEDS? YES - NO. ARE SPECIAL LIVING ACCOMMODATIONS REQUIRED? YES - NO. PLEASE EXPLAIN \_\_\_\_\_

PETS: TYPE: \_\_\_\_\_ SIZE: \_\_\_\_\_ DETAILS: \_\_\_\_\_
(WHERE ALLOWED - SEE PET POLICY)

PERSON TO NOTIFY IN CASE OF AN EMERGENCY:

NAME: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_ PHONE #: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY/STATE/ZIP: \_\_\_\_\_

PLEASE ENTER ALL RESIDENCES FOR PREVIOUS FIVE YEARS:

PRESENT ADDRESS: \_\_\_\_\_ CITY/STATE/ZIP: \_\_\_\_\_

LANDLORD: \_\_\_\_\_ ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

REASON FOR MOVING: \_\_\_\_\_ RENT \$: \_\_\_\_\_ FROM: \_\_\_\_\_ TO: \_\_\_\_\_



Equal Housing Opportunity



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PREVIOUS ADDRESS: CITY/STATE/ZIP

LANDLORD: ADDRESS: PHONE:

REASON FOR MOVING: RENT \$: FROM: TO:

PREVIOUS ADDRESS: CITY/STATE/ZIP

LANDLORD: ADDRESS: PHONE:

REASON FOR MOVING: RENT \$: FROM: TO:

PREVIOUS ADDRESS: CITY/STATE/ZIP

LANDLORD: ADDRESS: PHONE:

REASON FOR MOVING: RENT \$: FROM: TO:

EMPLOYED BY: POSITION: FROM: TO:

BUSINESS ADDRESS: GROSS MONTHLY INCOME:

SUPERVISOR'S NAME: PHONE #:

PREVIOUS EMPLOYER: POSITION: FROM: TO:

SUPERVISOR'S NAME: PHONE #:

SPOUSE EMPLOYED BY: POSITION: FROM: TO:

BUSINESS ADDRESS: GROSS MONTHLY INCOME:

SUPERVISOR'S NAME: PHONE #:

SPOUSE GROSS MO. INCOME: TOTAL HOUSEHOLD GROSS MO INCOME:

OTHER SOURCES OF INCOME: GROSS MONTHLY INCOME:

HAVE YOU EVER BEEN EVICTED: NO YES IF YES, PLEASE PROVIDE DETAILS:

HAVE YOU EVER BEEN CONVICTED OF A FELONY? NO YES IF YES, PLEASE PROVIDE DETAILS:

HAVE YOU EVER APPLIED OR RENTED AN APARTMENT OR HOUSE THROUGH US BEFORE? YES NO
IF YES, WHEN? WHERE?



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CHECKING ACCOUNT NUMBER \_\_\_\_\_ SAVINGS ACCOUNT NUMBER \_\_\_\_\_

BANK NAME: \_\_\_\_\_

LOANS, CREDIT CARDS \_\_\_\_\_ CITY \_\_\_\_\_

(INSTALLMENTS, ETC) \_\_\_\_\_ CITY \_\_\_\_\_

AUTO: MAKE: \_\_\_\_\_ MODEL: \_\_\_\_\_ YEAR: \_\_\_\_\_ LICENSE #: \_\_\_\_\_

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GIVE THREE CHARACTER REFERENCES (NAME, ADDRESS, AND TELEPHONE NUMBER):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby pay \$ \_\_\_\_\_ which is a non-refundable credit and application fee. (Please make separate check)

I hereby deposit \$ \_\_\_\_\_ as earnest money to be refunded to me if this application is not accepted within one week. If accepted, I agree to execute a written lease for said premises, said lease to be in the form customarily used for space in the building in which the premises is located if and when you or the owner request me to do so. If after the acceptance of this application, I fail or refuse to execute a lease requested so to do, the earnest money or good faith deposit may be retained by you as liquidated damages in payment for your time, effort, and possible loss of rent in processing my inquiry, and this application, including making necessary investigation of my character and reputation. I hereby give permission for you to investigate my character and background as you see fit.

This application shall be binding upon the owner only when accepted in writing by him or his agent. The delivery of a written lease to the undersigned for signature shall not be construed as an acceptance of this application nor shall any such lease be binding upon the owner until duly executed by him or his agent.

I acknowledge the above facts to be true to the best of my knowledge and it is understood that the foregoing instrument is to form a part of the regular lease, and I further realize that the landlord is leasing same predicated on the above facts supplied by me being true, and should any fact not be true, the landlord may cancel said lease at his option by giving me notice in writing.

No agreements except as contained herein will bind either the undersigned or the owner.

**Authorization to Release Information to Robert Massey Company**

**As part of my application I hereby agree to authorize any third party to provide details of my background as they relate to this application. This includes but is not limited to: credit agencies, present and previous employers, present and previous landlords or public agencies, support or alimony providers, welfare agencies, state unemployment agencies, Social Security Administration, medical and child care providers, Veterans Administration, retirement income providers and banks or other institutions.**

\*\*\* SIGN HERE \*\*\*

(X): \_\_\_\_\_

Date: \_\_\_\_\_

(X): \_\_\_\_\_

Date: \_\_\_\_\_

Revised 4/13/11



Equal Housing Opportunity

# What Kentucky's Fair Housing Law Means

## *Rights & Responsibilities of Property Managers, Owners & Housing Customers Under Kentucky's Civil Rights Act*

Kentucky's Fair Housing Law forbids discrimination in housing because of a person's color, religion, race, sex, national origin, familial status, or disability and Metro Louisville also forbids discrimination because of sexual orientation and gender identity.

### It is unlawful for a real estate operator, broker, or sales agent:

- To refuse to sell, rent, lease or exchange real property for discriminatory reason.
- To refuse to receive or transmit good faith offers to purchase or rent.
- To deny any services or facilities relating to real property transactions.
- To represent that real property is not available for inspection, sale or rental when in fact it is.
- To retain a listing with the understanding that the seller plans to discriminate.
- To discriminate in the terms or conditions of sale or rental.

It is unlawful to coerce, intimidate, threaten, or interfere with any person in the exercise or enjoyment of any housing rights.

### It is unlawful for a financial institution:

- To discriminate in the granting, rates, terms, conditions or services of financial assistance in real estate transactions.
- To discriminate in the making or purchasing of loans.

### It is unlawful for a real estate operator or final institution:

- To engage in the tactics and practices of panic-selling; to represent that the racial composition of a neighborhood is going to change or that property values will lower; or make similar false and misleading statements.

### It is unlawful for an Insurance agent:

- To discriminate in terms, conditions, or privileges of insurance against hazards to a housing accommodation.

### It is unlawful for a multiple listing service/real estate organization:

- To deny access or restrict membership or participation for discriminatory reasons.

### What housing is covered?

All real property, (home, apartments, lots, etc.) rented or sold, whether by or through a real estate broker, sales agent or operator, or directly by the owner.

### Exemptions Include:

--The rental of an owner occupied duplex or one room in a private home; the sale of property without help from a real estate dealer and without public advertising; and rental of church-owned housing to the extent of giving preference to those of that religion.

### --Refusal to rent on the basis of sex if:

A single sex dormitory; the landlord chooses not to rent to unmarried couples; or the landlord rents fewer than 10 units or to fewer than 10 persons in a owner-occupied facility; it can be demonstrated that gender-based exclusions are necessary for reasons of personal modesty or privacy.

### --Refusal to rent on the basis of familial status if:

Housing is intended for or occupied by occupants 62 years of age or older: 80 percent of all units in a facility have occupants 55 years of age or older and special services for older persons are provided.

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### Who is covered:

- Real Estate Operators, Brokers, and Agents
- Savings & Loan Associations, Mortgage Lenders, Banks, or Other Financial Institutions
- Apartment House Agents
- Rental Agents
- Builders, Contractors and Developers
- Owners of Building Lots
- Advertising Media
- Home owners advertising and selling their own home
- Multiple Listing Services/Real Estate Related Organizations
- Insurers and Agents

## Enforcement

### Kentucky Commission on Human Rights

- Receives complaints which must be filed within one year of the alleged discrimination.
- Investigates the complaints and determines whether discrimination has occurred.
- Attempts to eliminate discriminatory acts through conference, persuasion, and conciliation.
- Enters into conciliation agreements which are enforceable in court.
- Holds public hearings on complaints where discrimination has occurred if conciliation attempts fail.
- Issues court-enforceable cease and desist and affirmative action orders.
- Awards damages for embarrassment and humiliation when appropriate.
- Assesses civil penalties when appropriate.

## Complaints

If you believe you have been discriminated against on the basis of race, sex, color, religion, national origin, disability or familial status:

1. Contact the offices of the Kentucky Commission on Human Rights. Heyburn Building, Suite 700, 332 W. Broadway, Louisville, Kentucky 40202. (502) 595-4024 or toll free 1-800-292-5566; or TTD Line (502) 595-4084. Kentucky Relay Services 800-648-6056 (TTY/TTD).
2. Record your experiences. Write down names of individuals involved, all significant conversation, and any incidents that might indicate discrimination.
3. Keep copies of advertisements, letters, notes, or other relevant information.

Incidents of discriminatory treatment or attempts to promote panic-selling should be reported to the Commission.

